

BROADWAY TOWN COUNCIL

January 3, 2023

The Broadway Town Council met in regular session on January 3, 2023 in the Council Chambers of the Broadway Municipal Building. The following members were present: Mayor Timothy S. Proctor and Council Members Chad L. Comer, Leslie E. Fulk, Richard E. Fulk, Douglas W. Harpine, David L. Jordan and Beverly L. London. The following staff members were present: Town Manager Kyle O'Brien, Town Clerk Andrea Fulk, Director of Marketing and Development Cari Orebaugh, Town Attorney Matt Light, and Police Chief Douglas Miller. Also in attendance were Patrick Fritz, and Lisa Zweigler

Mayor Timothy S. Proctor called the meeting to order at 7:00 p.m. with the Pledge of Allegiance followed by the invocation.

Approval of Minutes and Bills:

Chad L. Comer moved, seconded by David L. Jordan to adopt the minutes of the December 6, 2022 session of Council and to authorize payment of bills in the amount of \$832,437.13. The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Aye
David L. Jordan	Aye	Beverly L. London	Aye

Resolution Amending Personnel Manual:

Mayor Proctor stated the first order of business it to address two resolutions and requested that Town Manager Kyle O'Brien give a brief history. Mr. O'Brien stated the purpose of the first resolution is to amend the personnel manual to include an Assistant Town Manager in reference to the State Code. Town Attorney Matt Light clarified that this would add the Assistant Town Manager as an exempt employee that is unable to use the grievance procedure. Mayor Proctor asked if there were any questions or comments, with there being none he stated he will entertain a motion regarding this resolution.

Leslie E. Fulk moved, seconded by Beverly L. London, to adopt a **RESOLUTION OF THE TOWN OF BROADWAY, VIRGINIA AMENDING THE TOWN'S PERSONNEL MANUAL**, a copy of which is included in the minutes as Attachment A. The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Aye
David L. Jordan	Aye	Beverly L. London	Aye
Timothy S. Proctor	Aye		

Resolution Amending Zoning Ordinance:

Mr. O'Brien briefly stated the second resolution will initiate the process of a zoning text amendment. Mr. Light stated due to the town's growth the zoning ordinance needs to be amended to allow someone other than the Town Manager to be the zoning administrator. With there being no questions or comments Mayor Proctor called for a motion.

Leslie E. Fulk moved, seconded by Chad L. Comer, to adopt a **RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF BROADWAY, VIRGINIA, INITIATING THE PROCESS OF A ZONING TEXT AMENDMENT**, a copy of which is included in the minutes as Attachment B. The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Aye

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David L. Jordan
Timothy S. Proctor

Aye
Aye

Beverly L. London

Aye

Old Business:

Mr. O'Brien reported on the following items:

- **Food Drive:** Mr. O'Brien wanted to commend Police Chief Doug Miller on his hard work for the Brent Berry Food drive. He stated there were four buses of food, many volunteers helping and was truly an amazing thing to witness.

Departmental Reports:

Parks & Recreation Department:

No report.

Finance Department:

Council Member Richard Fulk stated a meeting needed to be scheduled for February.

Personnel/Police Department:

No report. A copy of the police report for the month of December is included in the minutes as Attachment C.

Utilities Department:

No report. A copy of the water production report for the month of December is included in the minutes as Attachment D.

Streets & Properties Department:

Council Member Chad Comer stated the Third Street project is almost complete.

BHP:

Council Representative Chad L. Comer stated the annual BHP meeting is on January 18, 2023. A list of the upcoming events will be released after the meeting. The Decorating Contest went well with 16 participants. The judges were from out of the area and the prizes were donated by Pilgrim's Pride.

Planning Commission Report:

No report. Mr. O'Brien stated there will be a joint public hearing in February.

New Business:

No report.

Public Comment:

Lisa Zweigler, a resident of Broadway stated she wanted to come to a Council meeting to see how things work and stated the Council does a good job running the town.

Patrick Fritz, a resident of Broadway stated he briefly wanted to commend the town for setting up the speed limit signs, as there has been a noticeable difference. He then addressed Council Member Doug Harpine and stated there is a piece of children's play equipment that has cement exposed from use and is requesting that it be taken care of. Mr. Harpine stated it will be taken care of and he

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appreciates Mr. Fritz bringing it to everyone's attention.

There being no further business, the meeting was adjourned.

Timothy S. Proctor

Mayor

Andrea M. Fulk

Clerk